

# **NORTH DAKOTA MENTAL HEALTH PLANNING COUNCIL MINUTES**

---

## **Comfort Inn 2<sup>nd</sup> Quarter Meeting - April 20, 2007**

### **Attendance**

#### **Voting Members Present**

Randy Solem	Susan Helgeland	Carlotta McCleary
Jennifer Bitz	Lori Rauschenberger	Petra Clemens
Teresa Larsen	Debra Johnson	Ken Gerhardt
Diane M. Kleven	Karen Quick	JoAnne Hoesel
Drinda Olsen	Becky Sevart	

#### **Voting Members Absent**

Cheryl Kulas	Sheri McMahon
Minerva Zimmerman	Cathy Quintaine

#### **Ex Officio (non-voting) Members Present**

Tim Sauter

#### **Ex Officio (non-voting) Members Absent**

Alex Schweitzer

#### **Guests/Visitors**

Vicci Pederson, designee for Yvonne Smith  
Lynden Ring, designee for Tim Sauter  
Erik Elkins, designee for Maggie Anderson

#### **DHS DMHSA Staff Present**

Lauren Sauer  
Carla Kessel

#### **DHS DMHSA Staff Absent**

Maria Gokim

A quorum was present.

### **Call to Order/Welcome/Announcements**

Randy Solem, Council Vice Chair, called the meeting to order.

#### **Announcements**

Susan Helgeland invited attendees to the Mental Health America of North Dakota ribbon-cutting ceremony on Friday, April 27, 2007, at 9 a.m. (located at 523 N. 4<sup>th</sup> Street in Bismarck). Susan stated that Consumer and Family Network (CFN) classes are being held at various locations across the state.

## **Introductions**

Those present introduced themselves.

## **Discussion of Agenda Items**

*NOTE: Copies of handouts distributed at the meeting are available upon request by calling (701) 328-8920.*

### **1) Approval of the Minutes from January 18-19, 2007**

Corrections to the minutes include: 1) Listing Karen Quick under Voting Members Present instead of Voting Members Absent; and 2) one grammatical text correction in the last paragraph on page 1. The motion to approve the minutes was carried.

### **2) Old Business**

Teresa Larsen inquired about the white paper needed yet as a result of the past meeting with the Governor's office. Council members referred Teresa to the first paragraph of the January 18-19, 2007, minutes for detailed information.

**ACTION:** It was stated there is possibly one white paper left, and the group was going to follow up with Lauren Sauer.

### **3a) New Business – Approval of the Web Site**

Carla Kessel reported that minor edits have been made to the web site which included adding the Council's objective statement, text flow, context and language changes, etc. The Council previously received copies of the web pages for their review. The cost for the web site is \$928, and there will not be a charge for updating pages in the future. On the home page, Children & Family Services will be one of the categories and the link will take you to the new web page. Teresa Larsen inquired about the process for disseminating the information about the new web page. Carla stated that Heather in the Executive Office will do this and that this group will be informed as well as the public. The group thanked Carla for her hard work. Carlotta McCleary made a motion to approve the web site content and the cost of the web site. Theresa Larsen seconded the motion. Motion carried.

### **3b) New Business – Youth Representation on the Council**

Carlotta McCleary reported she will work on this topic in the future as some personal issues have taken up her time. Lauren reported he contacted the Governor's office on the 16<sup>th</sup>, but he has not heard back yet.

**ACTION:** This topic is on the agenda for the next meeting.

### **3c) Membership Recognition**

Discussion surrounded recognizing Council members for their service when they leave the Council. One suggestion was that after six years a plaque could be given to exiting members.

**DECISIONS:** The Council will make a certificate and buy a frame for exiting Council members (this will be more economical than plaques). Also, it was suggested that the group be notified when a member resigns.

Theresa Larsen made a motion that the Council will give exiting Council members a framed certificate to show appreciation of their service. Carlotta McCleary seconded the motion. Motion carried.

### **3d) Recruitment and Retention of Council Members**

There are several vacant Council positions that need to be filled (the ones Deborah Sederquest and Carl Rodlund occupied, one in Housing, one legislator, and two general public). It was also stated the Council needs to look at incorporating more diversity into its membership. The current process is that the Governor looks at appointments prior to members being named. It was suggested that the Council form a

committee that addresses nominations for membership. It was stated that this committee will help the Council bring forth recommendations and that all nominations be given to the Chair. It was suggested that the nominee-gathering process could be done by email or a conference call. Council Chair Jennifer Bitz stated it would be good to get committee members from a variety of locations.

**DECISION:** A Nominating Committee will be formed with three members from the Grand Forks region with Debra Johnson assuming the Chair role; one member will be from Dickinson; one member will be from the Bismarck region with Susan Helgeland filling this role; and Jennifer Bitz will represent the Jamestown region.

Diane Kleven made a motion that a Nominating Committee will be formed that addresses recruiting members for the Council. Debra Johnson seconded the motion. Motion carried.

As part of the discussion about retaining members, it was stated that the training sessions provided on Thursdays have been informative and very beneficial. It was suggested that this message be communicated to all Council members as maybe that will assist in encouraging members to participate in the training sessions and attend meetings on a more regular basis. Carlotta McCleary suggested that possibly a certificate be generated for attendance. It was stated there is a great deal of information and new members may feel overwhelmed; therefore, it is important to make them feel comfortable. The formation of a Mentoring Committee was discussed. Further discussion concluded that the mentoring tasks could be assigned to the Nominating Committee instead of forming an entirely new committee.

**DECISION:** Mentoring tasks will be part of the Nominating Committee. When a new member is recruited, the Nominating Committee will assign a mentor to the new member. **ACTION:** It was suggested that the Committee develop a fact sheet with basic information and the (geographic) area(s) in which members are needed. It was suggested that information from the web site be the basis for this fact sheet and that a document could be created with the new logo and web information. Susan Helgeland stated the fact sheet would be very beneficial, as when she is holding training sessions across the state she can give out this information.

Theresa Larsen made a motion that part of the Nominating Committee's responsibility is to carry out mentoring tasks (i.e. assign a mentor to each new Council member). Carlotta McCleary seconded the motion. Motion carried.

### ***3e) Reports from the Division***

#### **JoAnne Hoesel**

- Data Infrastructure Grant – Added additional funding for the reporting of mental health data in the state. This grant is to build technology support for mental health data reporting and related issues.
- Budget – Work is still in process. Three conference committees today. The House did make cuts to what the Senate and Governor had in the Governor's Budget. This raises concerns as to how that will affect consumers. More information will be available later today or next week.
- Traumatic Brain Injury Grant with UND – A task force will be developed, and it will plan what needs to be done to address issues. The injuries resulting from the Iraq war (since the per capita in North Dakota is quite high) may have impacted our receipt of this grant. There will be a screening tool for service providers and a pilot project on a reservation.
- Western Interstate Commission for Higher Education (WICHE) – The Division is putting together a workforce development with WICHE as retirements will leave a gap in the human services work areas. A fall meeting will be planned, and there will be Council representation.
- Substance Abuse Recovery Support Advisory Council – Access to Recovery Grant - The focus is the adjustment process between treatment and recovery and supporting individuals in recovery.

- Integrated Dual Disorder Treatment – Control Group – This began at the SEHSC in January. There are three quadrants, and the focus will first be on quadrant 4 and, after that, the focus will be on quadrant 3. A quadrant 3 team will be added next year.
- The end of the biennium and the beginning of a new biennium make for a very busy time in regard to RFPs, grants, and contracts.

#### **Carla Kessel**

- Carla and Lauren are visiting the human service centers, extended care units, and children's units to look at transition for kids into adult units. There are unique differences because of the regions.
- Visits to the treatments centers will occur – Manchester and Ruth Myers in Grand Forks.
- Accreditation is more lengthy than licensing.
- Administrative rules are being looked at.
- Front End System – Redoing child welfare system, child support, and the child abuse neglect system.

#### **Lauren Sauer**

- PATH application was sent by e-mail to staff and Lauren needs all comments back by Wednesday, April 25<sup>th</sup>, as it is due the 30<sup>th</sup>. Lauren is drafting an operations manual for program.
  - Site visit protocols – he is developing, and the financial aspect will be reviewed also.
  - There used to be coordinators in each region, and there has been restructuring in this regard to reflect one half-time coordinator in Williston, one half-time coordinator in Fargo, and two half-time coordinators in Devils Lake.
- Mental Health Recovery – Training is being done (supervisory and advisory staff).
- Aging & Mental Health – final report is a handout - project ended April 1, 2007. Next step is sustaining that effort. DMHSAS will be contracting with NDSU to get efforts and training of mental health workers will take place (family members, parish nurses, nursing home workers, etc.). Web-based training for family members is something we would like to develop. Susan Helgeland stated that qualified service providers (QSPs) would be a good group to add, and Lauren said they could be incorporated into this training.
  - NDSU designed flyers on mental health and aging to be put in church bulletins (see handouts). DMHSA has these in their library. The web site ([www.ndsu.edu/ndsu/aging](http://www.ndsu.edu/ndsu/aging)) is listed on the flyers, and to see a listing of all the flyers available, click on “Educational Resources.”
- Extended services – It was reported that of the \$780,000 per biennium DMHSA has to spend for this program (providing long-term job coaching to individuals with serious mental illnesses), the Division is close to spending this. It was commented that it is good to see this funding being utilized. Lauren thanked the regional staffs for doing such a good job on this.
- Supportive employment – SAMHSA has an evidence-based practice toolkit and model of interest, and we hope to bring in a person for a one-day stakeholder orientation of the model. After that, there is a four-day extensive training program for providers. More information will be forthcoming from Lauren.
- Clinical Forum Conference – Held May 15-17, 2007, at the Seven Seas in Mandan, ND, on topics such as aging, clinical tract, case management tract, children's track, and consumer track, along with two pre-conferences. There was an inquiry as to whether the Council would pay for members to attend this conference, and it was commented that the decision would be up to the Chair (\$14,656 has been spent to date, and the web page costs need to be added to this as well).
- An anti-stigma campaign was put together by SAMHSA and the Ad Council entitled “What a Difference a Friend Makes.” The Division has requested those ads (video/radio) and we will have a tagline for the department placed on those and will run them locally.
- Four HSC licensing reviews are done per year. This year we are doing the eastern portion of the state: Devils Lake, Grand Forks, Fargo, and Jamestown (doing this June – September). We need a

consumer and a family member who would like to be on that team. If anyone is interested, contact Lauren by today.

- Mental Health Block Grant Conference – Held May 29 – June 1, 2007, Lauren, along with Jennifer Bitz and Maria Gokim (Research) will be attending and bringing back information. In reference to this grant, a question was raised about additional information (concerning the addition of older adults and Criterion 4 and transformation activities for each criteria). Lauren stated that what we will have to do in the application is highlight and make sure these are addressed – maybe put in a transformation section. Lauren stated that as far as doing something specific, we are already supporting transformation activities as evidenced by the letter we send; however, by July we should make sure we have all the sections and all the information. Concerning performance activities, Lauren recommended that we show how much money is actually going towards transformation-related activities. It was noted they tried to get transformation activities pushed through the budget bill last legislative period, and Congress shot that down.

## **Public Comments**

None.

## **Member Comments**

### **Susan Helgeland - Mental Health America of North Dakota**

Susan commented that Carlotta McCleary and herself testified on both bills that were endorsed by the Mental Health Planning Council. In regard to the drug utilization review bill, Susan stated they were not able to beat the sunset, so they will have to go back in two years and go through the same process. Late in the process, Senator Tom Fischer decided he was not going to bring this forward, so Rep. Robin Weisz carried the bill. The House passed it unanimously, but in the Senate it got altered and went into Conference Committee. The Governor has signed it, and the sunset is in place for two more years. However, The Drug Utilization Review Board is now directed to study the impact (on the budget) that psychotropic drugs have on the Medicare budget. With Carlotta McCleary being on the Drug Utilization Review Board, Susan stated that will provide some good insight into this issue.

Susan stated the other bill they supported was a bill having to do with co-location of the State Hospital and the prison and recommending that Corrections at the State Hospital be looked at through a study. Susan believes it was passed, but whether or not it will be selected as one of the Interim Committee's study resolutions is still unknown at this time. Susan said she believes the progress will not begin until after the session. She said it did pass, and she will keep the group updated as to the outcome.

### **Carlotta McCleary - Federation of Families for Children's Mental Health**

Carlotta commented the Family Opportunity Act did pass (NOTE: This bill allows the parents of disabled children to go to work and earn above poverty wages without losing coverage for their children). This means that more families will be eligible. North Dakota was the first state in the nation to pass this bill. This will also help provide funding for the waiver that was passed last session.

Coming up May 6-12 is Children's Mental Health Awareness Week. Carlotta said that packets of information are being mailed to schools, counselors, early childhood, and other places. She said they also have large green ribbons in case people would like to decorate the outside of their building or trees to help support the awareness campaign. Fargo is doing a Miles for Mental Health Walk, and Susan Helgeland stated Prairie St. Johns has donated t-shirts. May is denoted as Mental Health Awareness Month.

## **Adjourn**

Debra Johnson made a motion to adjourn the meeting. Ken Gerhardt seconded the motion. Motion carried.

---

## ***Agenda Items for Next Meeting***

- Youth Representation on the Council (Carlotta McCleary)
- Block Grant Review
- Training: Cultural Competency
- Recruitment and Retention Committee

Council Member Contact List		
Member Name	Organization	Phone/E-mail
Anderson, Maggie	ND Department of Human Services – Medical Services Division	328-1603 (w) <a href="mailto:soandm@state.nd.us">soandm@state.nd.us</a>
Bitz, Jennifer Council Chair		320-1541 (c) <a href="mailto:jennbee31@yahoo.com">jennbee31@yahoo.com</a>
Clemens, Petra		795-6027 (h) <a href="mailto:petraclemens@yahoo.com">petraclemens@yahoo.com</a>
Gerhardt, Ken	Morton County Social Services/ND Assn. of County Social Service Directors	667-3395
Gokim, Maria	ND Department of Human Services – Division of Mental Health & Substance Abuse	328-8946 (w) <a href="mailto:mgokim@nd.gov">mgokim@nd.gov</a>
Helgeland, Susan	Mental Health America of North Dakota	255-3692 (w) <a href="mailto:mharrrv@juno.com">mharrrv@juno.com</a>
Hoesel, JoAnne	ND Department of Human Services – Division of Mental Health & Substance Abuse	328-8924 (w) <a href="mailto:sohoej@nd.gov">sohoej@nd.gov</a>
Johnson, Debra		795-9143 (w) 218-791-2660 (c) <a href="mailto:djohnsonphf@yahoo.com">djohnsonphf@yahoo.com</a>
Kessel, Carla	ND Department of Human Services – Division of Mental Health & Substance Abuse	328-2335 (w) <a href="mailto:sokesc@nd.gov">sokesc@nd.gov</a>
Kleven, Diane M.		282-4853 (w) 293-6308 (c)
Kulas, Cheryl	Indian Affairs Commission	328-2428 (w) <a href="mailto:ndia@state.ns.us">ndia@state.ns.us</a>
Larsen, Teresa	Protection and Advocacy Project	328-2950 (w) <a href="mailto:tlarsen@state.nd.us">tlarsen@state.nd.us</a>
McCleary, Carlotta	Federation of Families	222-3310 (w) <a href="mailto:carlottamccleary@bis.midco.net">carlottamccleary@bis.midco.net</a>
McMahon, Sheri		
Olsen, Drinda	ND Department of Public Instruction	328-2269 (w) <a href="mailto:dolsen@state.nd.us">dolsen@state.nd.us</a>
Quick, Karen	ND Department of Human Services – Aging Services Division	774-4685 (w) <a href="mailto:81quik@state.nd.us">81quik@state.nd.us</a>
Quintaine, Cathy		
Rauschenberger, Lori		
Sauer, Lauren J.	ND Department of Human Services – Division of Mental Health & Substance Abuse	328-8733 (w) <a href="mailto:sosaul@nd.gov">sosaul@nd.gov</a>
Sauter, Tim Non-Voting Ex Officio Member	ND Department of Human Services – West Central Human Services Center	328-8888 (w) 87saut@nd.gov
Schweitzer, Alex Non-Voting Ex Officio Member	ND Department of Human Services – ND State Hospital – ND Developmental Center	253-3964 (w) <a href="mailto:2schweit@nstate.nd.us">2schweit@nstate.nd.us</a>
Sevart, Becky		224-0793 <a href="mailto:bmsevart@hotmail.com">bmsevart@hotmail.com</a>
Smith, Yvonne	ND Department of Human Services – Disability Services Division	328-8950 (w) <a href="mailto:sosmiy@state.nd.us">sosmiy@state.nd.us</a>
Solem, Randy Council Vice Chair		483-0264 / 260-3427 (c) <a href="mailto:irving@pop.ctctel.com">irving@pop.ctctel.com</a>
Zimmerman, Minerva	Dickinson Alliance for the Mentally Ill	974-3336 (w)